

LAKE COUNTY SHERIFF'S MERIT COMMISSION SUPPLEMENTAL APPLICATION PERSONAL DATA

NAME: _____

First name Middle I Last name

ADDRESS: _____
(House number & street) (Apt. no.) (City/State/Zip code)

ARE YOU CURRENTLY 21 YEARS OR OLDER ☐ YES ☐ NO

HOME TELEPHONE: _____ CELL PHONE: _____ BUSINESS TELEPHONE: _____

E-MAIL ADDRESS: _____ HOW LONG HAVE YOU RESIDED AT YOUR CURRENT ADDRESS? _____

DO YOU CURRENTLY HAVE A VALID DRIVER'S LICENSE? ☐ YES ☐ NO DRIVER'S LICENSE NUMBER AND STATE ISSUED BY: _____

ILLINOIS LAW REQUIRES THAT LAKE COUNTY DEPUTY SHERIFFS BE U.S. CITIZENS. ARE YOU CURRENTLY A U.S. CITIZEN? ☐ YES ☐ NO

CURRENT LAW ENFORCEMENT EXPERIENCE

CURRENT AGENCY	NAME: _____	YOUR RANK:
FROM: _____	ADDRESS: _____	_____
TO: _____	_____	DESCRIBE YOUR DUTIES:
STARTING MONTHLY SALARY \$	REASON FOR WANTING TRANSFER:	_____
_____	_____	_____
FINAL MONTHLY SALARY \$	_____	SUPERVISOR'S NAME: _____
_____	_____	_____
HRS. WORKED PER WEEK:	_____	SUPERVISOR'S TITLE: _____
_____	_____	

DATE JOINED CURRENT DEPARTMENT: _____ NUMBER OF SWORN PERSONNEL: _____

TOTAL ACTIVE POLICE SERVICE: _____ YEARS _____ MONTHS

HAS YOUR ACTIVE SERVICE BEEN INTERRUPTED FOR ANY REASON? IF YES GIVE EXPLANATION:

CURRENT ASSIGNMENT: _____

PREVIOUS ASSIGNMENTS AND DATES OF SERVICE: _____

PROMOTIONS RECEIVED AND DATES ATTAINED: _____

AWARDS/COMMENDATIONS: _____

DISCIPLINARY ACTION OR SUSPENSIONS: _____

PRIOR EMPLOYMENT EXPERIENCE

PRIOR TO YOUR CURRENT LAW ENFORCEMENT POSITION, PLEASE ACCOUNT FOR ALL EMPLOYMENT WITHIN THE LAST 10 YEARS. INDICATE ANY OTHER EXPERIENCE YOU FEEL IS RELEVANT. (PLEASE COMPLETE THIS SECTION EVEN IF A SEPARATE RESUME IS ATTACHED.)

1. EMPLOYER NAME: _____ ADDRESS: _____

DATE OF EMPLOYMENT: FROM _____ TO: _____ STARTING SALARY: _____ ENDING SALARY: _____

JOB TITLE: _____ SUPERVISOR'S NAME/TITLE: _____

DESCRIBE DUTIES AND HOURS: _____

REASON FOR LEAVING: _____

2. EMPLOYER NAME: _____ ADDRESS: _____

DATE OF EMPLOYMENT: FROM _____ TO: _____ STARTING SALARY: _____ ENDING SALARY: _____

JOB TITLE: _____ SUPERVISOR'S NAME/TITLE: _____

DESCRIBE DUTIES AND HOURS: _____

REASON FOR LEAVING: _____

3. EMPLOYER NAME: _____ ADDRESS: _____

DATE OF EMPLOYMENT: FROM _____ TO: _____ STARTING SALARY: _____ ENDING SALARY: _____

JOB TITLE: _____ SUPERVISOR'S NAME/TITLE: _____

DESCRIBE DUTIES AND HOURS: _____

REASON FOR LEAVING: _____

POLICE TRAINING

HOW MANY HOURS OF RECRUIT POLICE TRAINING HAVE YOU HAD? _____

NAME OF ACADEMY ATTENDED: _____ DATE OF GRADUATION: _____

LIST ALL OTHER POLICE TRAINING BELOW: (PLEASE ATTACH ALL TRAINING CERTIFICATES)

NAME AND LOCATION OF SCHOOL	DATES ATTENDED		TITLE OF COURSE	CLASSROOM HOURS	INSTRUCTOR	ACADEMIC CREDIT HOURS EARNED
	FROM	TO				

Please use supplemental sheets if necessary for additional information

MILITARY SERVICE

HAVE YOU EVER SERVED ON ACTIVE DUTY IN THE ARMED SERVICES OF THE UNITED STATES? ☐ YES ☐ NO

IF YES, GIVE BRANCH OF SERVICE: _____ SERIAL NUMBER: _____

INDUCTION DATE: _____ RELEASE DATE: _____

ARE YOU A MEMBER OF AN ACTIVE RESERVE OR NATIONAL GUARD UNIT? ☐ YES ☐ NO

IF YES, GIVE DETAILS: _____

HAVE YOU EVER RECEIVED A DISHONORABLE DISCHARGE FROM MILITARY SERVICE? ☐ YES ☐ NO

IF YES, GIVE REASON: _____

ADDITIONAL INFORMATION

HAVE YOU EVER BEEN CONVICTED OF, PLEAD GUILTY TO, OR RECEIVED SUPERVISION FOR A MISDEMEANOR OR FELONY (DO NOT INCLUDE OFFENSES THAT HAVE BEEN ORDERED, EXPUNGED, SEALED OR IMPOUNDED). ☐ YES ☐ NO

IF YES, PLEASE STATE THE NATURE OF THE OFFENSE(S), DATE(S), CITY, STATE AND SPECIFIC DISPOSITION: _____

REFERENCES

GIVE THREE REFERENCES (NOT RELATIVES, BUT RESPONSIBLE ADULTS OF REPUTABLE STANDING IN THEIR COMMUNITY) WHO HAVE KNOW YOU WELL IN THE PAST FIVE YEARS.

NAME

ADDRESS

MISCELLANEOUS

HOW DID YOU LEARN OF THIS JOB OPENING?

LAKE COUNTY SHERIFF'S OFFICE MERIT COMMISSION

APPLICATION

NAME: _____ (Last) _____ (First) _____ (Middle)

HAVE YOU EVER USED OR GONE BY ANOTHER NAME? ☐ YES ☐ NO IF YES, PLEASE LIST. _____

ADDRESS: _____ (House number & street) _____ (Apt. no.) _____ (City/State/Zipcode)

WILL YOU BE 21 YEARS OF AGE OR OLDER ON: _____ / _____ / _____ (mm) (dd) (yyy) ☐ YES ☐ NO SOCIAL SECURITY #: _____

DO YOU CURRENTLY HAVE A VALID DRIVER'S LICENSE? ☐ YES ☐ NO DRIVER'S LICENSE NUMBER AND STATE ISSUED BY: _____

ILLINOIS LAW REQUIRES THAT LAKE COUNTY DEPUTY SHERIFFS BE US CITIZENS. ARE YOU CURRENTLY A US CITIZEN? ☐ YES ☐ NO IF NOT, EXPLAIN _____

INSTRUCTIONS:

READ EVERY QUESTION CAREFULLY AND ANSWER EACH QUESTION ACCURATELY. AN APPLICANT MAY BE DISQUALIFIED FROM FURTHER PROCESSING IF HE/SHE INTENTIONALLY MAKES A FALSE STATEMENT.

ALL ENTRIES, EXCEPT SIGNATURE, MUST BE PRINTED LEGIBLY WITH A PEN.

IF SPACE PROVIDED IS NOT SUFFICIENT FOR COMPLETE ANSWERS, USE ADDITIONAL SHEETS OF PAPER, INCLUDE YOUR NAME AND SOCIAL SECURITY NUMBER ON THE TOP AND BE SURE TO NUMBER ANSWERS TO CORRESPOND WITH QUESTIONS.

1. HOME TELEPHONE: _____ 2. CELL PHONE: _____ 3. BUSINESS TELEPHONE: _____

4. E-MAIL ADDRESS: _____ 5. HOW LONG HAVE YOU RESIDED AT YOUR CURRENT ADDRESS? _____

6. LIST YOUR RESIDENCE FOR THE PAST TEN YEARS, EXCLUDING YOUR CURRENT ADDRESS: (DO NOT USE RURAL ROUTE NUMBERS. GIVE MONTH AND YEAR.)

DATES		ADDRESS	CITY	STATE
FROM	TO			
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

7. HAVE YOU EVER BEEN CONVICTED OF, PLEAD GUILTY TO, OR RECEIVED SUPERVISION FOR A MISDEMEANOR OR FELONY (DO NOT INCLUDE OFFENSES THAT HAVE BEEN ORDERED, EXPUNGED, SEALED OR IMPOUNDED). ☐ YES ☐ NO

IF YES, PLEASE STATE THE NATURE OF THE OFFENSE(S), DATE(S), CITY, STATE AND SPECIFIC DISPOSITION: _____

MILITARY SERVICE

8. HAVE YOU EVER SERVED ON ACTIVE DUTY IN THE ARMED SERVICES OF THE UNITED STATES? ☐ YES ☐ NO IF YES, GIVE BRANCH, DATES & RANK AT DISCHARGE _____
9. HAVE YOU EVER RECEIVED A DISHONORABLE DISCHARGE FROM MILITARY SERVICE? ☐ YES ☐ NO IF YES, GIVE REASON: _____

MISCELLANEOUS

10. GIVE THREE REFERENCES (NOT RELATIVES, BUT RESPONSIBLE ADULTS OF REPUTABLE STANDING IN THEIR COMMUNITY) WHO HAVE KNOWN YOU WELL IN THE PAST FIVE YEARS.

NAME _____ ADDRESS _____

EXPERIENCE: PLEASE ACCOUNT FOR ALL EMPLOYMENT WITHIN THE LAST EIGHT YEARS, BEGINNING WITH YOUR CURRENT OR MOST RECENT EMPLOYER. IN ADDITION, PLEASE INDICATE ANY OTHER EXPERIENCE WHICH YOU MAY FEEL IS RELEVANT TO THE POSITION OF WHICH YOU ARE APPLYING (E.G. VOLUNTEER EXPERIENCE, MILITARY EXPERIENCE GAINED OVER TEN YEARS AGO, ETC.) ATTACH AN ADDITIONAL SHEET IF EXTRA SPACE IS NEEDED.

NOTE: ALL SECTIONS OF THIS APPLICATION MUST BE COMPLETED EVEN IF A RESUME IS ATTACHED.

EMPLOYER FROM: _____ TO: _____ STARTING MONTHLY SALARY \$ _____ FINAL MONTHLY SALARY \$ _____ HRS. WORKED PER WEEK: _____	JOB TITLE: _____ DESCRIBE YOUR DUTIES: _____ REASON FOR LEAVING: _____	FIRM NAME: _____ ADDRESS: _____ EMPLOYER'S BUSINESS: _____ SUPERVISOR'S NAME: _____ SUPERVISOR'S TITLE: _____
EMPLOYER FROM: _____ TO: _____ STARTING MONTHLY SALARY \$ _____ FINAL MONTHLY SALARY \$ _____ HRS. WORKED PER WEEK: _____	JOB TITLE: _____ DESCRIBE YOUR DUTIES: _____ REASON FOR LEAVING: _____	FIRM NAME: _____ ADDRESS: _____ EMPLOYER'S BUSINESS: _____ SUPERVISOR'S NAME: _____ SUPERVISOR'S TITLE: _____

EMPLOYER FROM: _____ TO: _____ STARTING MONTHLY SALARY \$ _____ FINAL MONTHLY SALARY \$ _____ HRS. WORKED PER WEEK: _____	JOB TITLE: _____ DESCRIBE YOUR DUTIES: _____ _____ _____ REASON FOR LEAVING: _____	FIRM NAME: _____ ADDRESS: _____ EMPLOYER'S BUSINESS: _____ SUPERVISOR'S NAME: _____ SUPERVISOR'S TITLE: _____
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EDUCATION

CHECK APPROPRIATE BOX: ☐ 60 UNITS COLLEGE CREDIT ☐ ASSOCIATE OF ARTS DEGREE ☐ BACHELORS DEGREE ☐ GRADUATE

NAME AND LOCATION OF SCHOOL	DATES ATTENDED		MAJOR SUBJECT AND NUMBER OF UNITS COMPLETED	TOTAL NUMBER OF UNITS COMPLETED		DEGREE OF CERTIFICATE AND GRADUATION DATE
	FROM	TO		SEMESTER UNITS	QUARTER UNITS	
LAST HIGH SCHOOL						
COLLEGES						
BUSINESS, TECHNICAL OR CERTIFICATE PROGRAMS						

PROFESSIONAL REGISTRATION(S), LICENSE(S), AND /OR CERTIFICATE(S) AND DATES(S) RECEIVED: _____

ADDITIONAL TRAINING THAT RELATES TO POSITION APPLIED FOR: _____

AFFIDAVIT

I HAVE PERSONALLY READ AND ANSWERED EACH AND EVERY APPLICABLE QUESTION HEREIN, AND DO SOLEMNLY SWEAR THAT EACH AND EVERY ANSWER IS FULL AND CORRECT IN EVERY RESPECT. I HAVE SUBMITTED OR WILL SUBMIT TO FINGERPRINTING AS REQUIRED. I AGREE TO SUBMIT TO A POLYGRAPH (LIE DETECTOR) EXAMINATION, IN-DEPTH PSYCHOLOGICAL EXAMINATION, AND BACKGROUND INVESTIGATION.

READ

IT IS UNDERSTOOD THAT MY SIGNATURE BELOW AND THE INFORMATION I HAVE PROVIDED ESTABLISHES NO OBLIGATION ON THE PART OF THE LAKE COUNTY SHERIFF'S MERIT COMMISSION OR ANY OTHER REPRESENTATIVE AGENCIES AT ANY LOCATION TO CERTIFY ME AND THAT THERE HAS BEEN NO IMPLIED OR EXPRESSED GUARANTEE THAT MY PREPARATION OF THIS APPLICATION WILL NECESSARILY RESULT IN MY EMPLOYMENT BY THE LAKE COUNTY SHERIFF. I AGREE THAT IF I PROVIDE FALSE INFORMATION ON THIS APPLICATION, ANY CERTIFICATION OR EMPLOYMENT MAY BE WITHDRAWN OR TERMINATED. I FURTHER AUTHORIZE ANY OF MY REFERENCES, EMPLOYERS OR SCHOOLS TO FURNISH INFORMATION REQUESTED BY LAKE COUNTY SHERIFF'S MERIT COMMISSION AND TO RELEASE THE INFORMATION TO LAKE COUNTY SHERIFF'S MERIT COMMISSION OR TO THE LAKE COUNTY SHERIFF.

DATE

SIGNATURE

NOTE: A COPY OF YOUR COLLEGE TRANSCRIPT(S) MUST ACCOMPANY THIS APPLICATION.

EXAMINATION RECORD			
DATE	EXAMINATION	SCORE	ADMINISTRATOR
	PHYSICAL AGILITY TEST		
	WRITTEN EXAM		
	ORAL INTERVIEW		

BACKGROUND CHECK			
DATE	AGENCY	CLEAR	RECORD
	M.V.R.		
	LOCAL		
	I.B.I.		
	F.B.I.		

EXAMINATION RECORD			
DATE	REFERENCE	CHECKED BY	ADMINISTRATOR

FOR MERIT COMMISSION USE ONLY	
REVIEWED BY: _____	DATE: _____
ACCEPTED: <input type="checkbox"/>	ACCEPTED PENDING: _____
REJECTED FOR EDUCATION: <input type="checkbox"/>	REJECTED FOR EXPERIENCE: <input type="checkbox"/>
REJECTED FOR: _____	
DATED CERTIFIED: _____	
REMARKS: _____	



OFFICE OF THE SHERIFF

Lake County, Illinois

MARK C. CURRAN, JR.
SHERIFF
CHARLES E. FAGAN
UNDERSHERIFF

25 S. Martin Luther King, Jr. Ave.
Waukegan, Illinois 60085
Phone: (847) 377-4000
Fax: (847) 360-5796

EMERGENCY
DIAL 911

DIVISIONS

Civil Process
(847) 377-4400

Communications
(847) 549-5200

Court Security
(847) 377-4911

Criminal
Investigations
(847) 377-4250

Emergency
Management
Agency
(847) 377-7100

Highway Patrol
(847) 377-7020

Jail
(847) 377-4112

Marine Unit
(847) 587-4471

Records
(847) 377-4200

Training/
Community
Service
(847) 377-4350

Warrants
(847) 377-4300

Work Release
(847) 377-4450


A TRADITION OF EXCELLENCE

Welcome to an exciting employment opportunity. The Lake County Sheriff's Office offers a real opportunity to step up and stand out as a Deputy Sheriff. Step up to a highly rewarding and challenging career where you are able to stand out with competitive pay and excellent promotional advancements.

As a law enforcement organization, we are committed to be an organization dedicated to the concepts of personal excellence, continuous improvement, integrity, teamwork and quality service to the people who live and work in Lake County.

We take pride in our abilities and accomplishments and profess an open partnership to each and every person we serve.

Come join us!


Mark C. Curran, Jr.
Sheriff

*The Lake County Sheriff's Office is an Equal Opportunity Employer

"SERVING THE PEOPLE OF LAKE COUNTY WITH PRIDE"



OFFICE OF THE SHERIFF

Lake County, Illinois

MARK C. CURRAN, JR.
SHERIFF
CHARLES E. FAGAN
UNDERSHERIFF
25 S. Martin Luther King, Jr. Ave.
Waukegan, Illinois 60085
Phone: (847) 377-4000
Fax: (847) 360-5796

DEPUTY SHERIFF

EMERGENCY
DIAL 911

Salary
Starting \$25.70

DIVISIONS

Employment Benefits

Civil Process
(847) 377-4400

Communications
(847) 549-5200

Court Security
(847) 377-4911

Criminal
Investigations
(847) 377-4250

Emergency
Management
Agency
(847) 377-7100

Highway Patrol
(847) 377-7020

Jail
(847) 377-4112

Marine Unit
(847) 587-4471

Records
(847) 377-4200

Training/
Community
Service
(847) 377-4350

Warrants
(847) 377-4300

Work Release
(847) 377-4450

Vacation – 10 days/1-5 years; 15 days/6-12 years; 20 days/13+ years of service

Sick Leave – Twelve days per year

Personal Day – Three days per year

Holidays – Twelve paid holidays per year, plus Election Day when applicable

Medical, Hospital and Dental Insurance – Provided through the County of Lake's Preferred Provider Organization (PPO) or a Health Maintenance Organization (HMO).

Life Insurance – Provided at no expense to eligible employees. Plus additional optional and voluntary life at group rates.

Retirement, Death and Disability Coverage – Membership in the Sheriff's Law Enforcement Police (SLEP) Pension Fund and Social Security.

Deferred Compensation Program – Optional benefit to defer a portion of salary and taxes for future supplemental retirement.

Credit Union – Offers low interest loans and savings through payroll deduction.

Direct Deposit – Net pay may be directed to a designated account at an approved financial institution.

Tuition Reimbursement – Covers skill development and career advancement related education.

Employee Assistance Program (EAP) – Confidential assistance with personal and interpersonal problems.

FlexOne Spending Account – Pre-tax deferred money for extra medical or dependent care coverage.

Squad Assignment Program – Some divisions (Highway Patrol, Criminal Investigations, Warrants and Civil Process) provide take home squads (Visibility Program) to be used for official business (to and from duty, court, inquests, assignments and special details), at the Sheriff's discretion.

Special Duty Pay – Extra voluntary details paid at a fixed rate.

"SERVING THE PEOPLE OF LAKE COUNTY WITH PRIDE"



20 South County Street - 2nd Floor
Waukegan, Illinois 60085-5534
Phone 847 360 6638
Fax 847 625 7187

DEPUTY SHERIFF LAW ENFORCEMENT TRANSFER PROGRAM

The Lake County Sheriff's Office Merit Commission is continually taking applications for qualified law enforcement transfer candidates. The following section in Standards for Appointment, Merit Commission Rules and Regulations apply to potential transfer candidates.

6.07 TRANSFER GUIDELINES

Under certain limited circumstances the Merit Commission's 60 hours of college credit or an Associate Degree requirement, the physical agility test and the written test may be waived for individuals who:

- a. Are currently employed as a deputy sheriff or municipal police officer
- b. Are in good standing in their department
- c. Have two years of police experience
- d. Have successfully completed Illinois Basic Police Officer Training or successfully completed Basic Police Officer Training Program which can be transferred and accepted by the Illinois State Training Board
- e. Complete a Supplemental Transfer Application in addition to the Merit Commission's regular application; and

All other standards for appointment delineated in 6.01 of the Merit Commission Rules shall apply.

6.01 STANDARDS FOR APPOINTMENT

Applicants for appointment as deputy sheriff, in addition to the provisions of State Statute, must: (Amended 02/24/93)

- a. Deputy Sheriff
Be no younger than twenty-one (21) years of age at the time of their certification.
(Amended 05/17/95)
- b. (Deleted April 21, 1986)
- c. Have 60 hours of college credit or an Associates Degree or have served a minimum of two years active duty and received an honorable discharge from any branch of the United States Military. An individual currently on active duty in the United States Military who is within six months of discharge and otherwise qualified may apply for appointment, provided however, that such an individual shall not be appointed if that individual receives other than an honorable discharge upon separation from the military.
(Amended 09/12/96) (Amended 04/16/97)

DEPUTY SHERIFF LAW ENFORCEMENT TRANSFER PROGRAM
(continued)

- d. (Deleted September 12, 1996)
 - e. Meet such standards of intelligence, reasoning and judgement as the Commission may from time-to-time prescribe.
 - f. (Deleted January 13, 1992)
 - g. Pass such valid screening examinations as the Commission may from time-to-time prescribe.
 - h. Possess a valid driver's license. (Amended 05/20/92)
 - i. Be acceptable to the Commission following investigation made by the Commission of background reputation and character. The Commission, at it's will, may hire an investigator and this shall be provided for in the annual budget.
 - j. Be acceptable to the Commission on valid oral interview.
-

TRANSFER PROCESS

Included in the transfer process may be the following:

- Completed application with all necessary attachments and signatures
 - Background investigation (to include contacting current and former employers)
 - Polygraph and psychological examinations
 - Oral interviews
 - Successful completion of a physical examination upon offer of employment
 - Successful completion of the Field Training Program, and any additional training as determined by the Sheriff, within the prescribed probationary period
-

Interested persons may apply by downloading the application and forwarding it to the Lake County Sheriff's Office Merit Commission, 20 South County Street, 2nd Floor, Waukegan, Illinois 60085-5534. If you have any questions please feel free to contact the office at 847/377-2459.

DISCLOSURE, AUTHORIZATION AND
RELEASE OF MEDICAL HEALTH INFORMATION

I understand that, in connection with my application for certification to seek employment with the Lake County Sheriff, the Lake County Sheriff's Merit Commission will request an outside agency or individual to conduct a polygraph examination and psychological evaluation of me. I hereby authorize any individual or agency designated by the Lake County Sheriff's Merit Commission to conduct these examinations and to release the information to the Lake County Sheriff's Merit Commission, including the examination test, evaluation data, written report and tester's and evaluator's notes. I understand and acknowledge that this authorization constitutes a waiver of any confidentiality and protection.

The intent of this authorization is to give my consent for full and complete disclosure to the Lake County Sheriff's Merit Commission to provide access to the background of my personal and professional life to determine my suitability for certification to be considered for employment with the Lake County Sheriff. I further authorize the Lake County Sheriff's Merit Commission to release all information, including polygraph examination results and mental health information, to authorized agents of the Lake County Sheriff for the limited purpose of employment considerations.

I unconditionally release and hold harmless any individual, corporation or private or public entity from any and all causes of action that might arise from furnishing to the Lake County Sheriff's Merit Commission and its agency and the Lake County Sheriff information that they may request pursuant to this release.

I understand that my signature below and the information I have provided establishes no obligation on the part of the Lake County Sheriff's Merit Commission or the Lake County Sheriff to certify or to employ me. There has been no implied or expressed guarantee that my completion of this application will necessarily result in my certification or employment. I authorize the Lake County Sheriff's Merit Commission and the Lake County to make any investigation and receive information relevant to my suitability for certification or employment. I agree that if any misrepresentation has been made by me or the results of such investigations are not satisfactory in the judgment of the Lake County Sheriff's Merit Commission or the Lake County Sheriff, any certification offer of employment may be withdrawn without any obligation or liability to me.

This authorization and release, in original, faxed or photocopied form shall be valid for this and any future reports and updates that may be requested by the Lake County Sheriff's Merit Commission. I agree to pay any and all charges for fees concerning this request and can be billed for such charges at the address listed below on this form.

Date: _____

Applicant's Signature

Applicant's Name Printed

Applicant's Address

Birth date

Telephone Number

RELEASE AGREEMENT

I, _____ hereby acknowledge that I am aware of an agree with a policy of the Lake County Sheriff's Merit Commission and the participating law enforcement agencies that upon being formally hired, I will be removed from any and all other candidate eligibility lists of its member agencies. This removal from consideration shall be for a period of the life of that (those) list(s) upon which I was placed.

I further authorize the department by which I am hired to notify any other department to which I have applied of this situation.

Applicant's Signature

Applicant's Printed Name

Applicant's Address

Date

Witness

**DISCLOSURE AND AUTHORIZATION TO PROCURE CONSUMER CREDIT
REPORT AND CONDUCT BACKGROUND INVESTIGATION**

I understand that, as a condition of my condition for certification as an applicant for the Lake County Sheriff, or as a condition of my employment with the Lake County Sheriff, that the Lake County Sheriff's Merit Commission and Lake County Sheriff or his designee may obtain a Consumer Credit Report and/or Investigative Consumer Credit Report and/or conduct a background investigation where information may be obtained regarding, but not limited to, my creditworthiness or similar characteristics, employment and education verifications, social security verification, criminal and civil history including court records and criminal records, school records, polygraph examination records, internal affairs and discipline records, personal interviews, Department of Motor Vehicle records, military records, employment records of past and current employers, any other public records and any other information bearing on my qualifications, credit standing, credit capacity, character, general reputation, personal characteristics, mode of living and trustworthiness.

I hereby give my consent and authorize the Lake County Sheriff's Merit Commission and the Lake County Sheriff or his designee to obtain a consumer credit report and/or investigative consumer credit report and to otherwise conduct a background investigation. I understand that, pursuant to the federal Fair Credit Reporting Act, the Lake County Merit Commission or the Lake County Sheriff will provide me with a copy of any consumer credit report obtained from a consumer credit reporting agency if the information contained in such report is, in any way, to be used in making a decision regarding my fitness for certification and/or employment with the Lake County Sheriff. I further understand that such report will be made available to me prior to any such decision being made, along with the name and address of the reporting agency that produced the report and a written description of my rights under the Fair Credit Reporting Act. I further understand that I may have a right to request additional disclosures regarding the nature and scope of the investigation.

I hereby authorize, without reservation, all persons, corporations, schools, former or current employers, public entities or elected officials to furnish the Lake County Sheriff's Merit Commission, the Lake County Sheriff or his designee and any consumer credit reporting agency any and all information about me. I unconditionally release from all liability all persons, corporations, schools, former or current employers, public entities or elected officials supplying such information. I further agree to indemnify the Lake County Merit Commission and the Lake County Sheriff or his designee against any liability, which may result from making such requests. I further authorize the Lake County Sheriff's Merit Commission to release all information, including consumer credit reports, to the Lake County Sheriff and his designee for employment purposes. I understand and agree that this release shall remain in effect for the length of my employment.

I understand that my signature below and the information I have provided establishes no obligation on the part of the Lake County Sheriff's Merit Commission or the Lake County Sheriff to certify me or to otherwise employ me. I agree that there has been no implied or express guarantee that my completion of this application or the signing of this disclosure and authorization will result in my certification and/or employment. I authorize the Lake County Sheriff's Merit Commission and/or the Lake County Sheriff or his designee to conduct any investigation and to receive any information that they deem relevant for determining my suitability and qualifications for certification and/or employment.

I hereby certify that to the best of my knowledge, all information that I have provided the Lake County Sheriff's Merit Commission, including but not limited to all information contained in my application form and resume is true, accurate and complete. I understand that if, subsequent to certification, any such information is found to be false, incomplete or inaccurate, that my certification will be revoked and if applicable, my employment may be terminated.

This disclosure and authorization, in original, faxed or photocopied form shall be valid for this and any future reports and information that may be requested by the Lake County Sheriff's Merit Commission or the Lake County Sheriff or his designee.

Date: _____

Applicant's Signature

Applicant's Name Printed

Applicant's Address

Birth Date

Telephone Number

EQUAL OPPORTUNITY CERTIFIERS

Name: _____ Social Security #: _____

Address: _____
(number & street) (city) (state) (zip)

Telephone #: _____ Date: _____

Qualified applicants are considered for certification and are treated during the certification and are treated during the certification process without regard to race, color, religion, national origin, citizenship, age, sex, marital status, ancestry, or sexual orientation.

Solely to help us with record keeping, we request that you complete this data information form.

(This information will not be used in consideration for your certification.)

Please check the appropriate boxes to indicate your race and sex.

☐ White (Caucasian)

SEX:

☐ Black

☐ Male

☐ Spanish-surnamed American

☐ Female

☐ Oriental American

☐ Native American (American Indian)

☐ Other (Specify)

Revised 4-28-05

WAIVER

I, THE UNDERSIGNED, STATE THE FOLLOWING:

1. I HAVE READ AND ANSWERED EACH AND EVERY APPLICABLE QUESTION HEREIN, AND DO SOLEMNLY SWEAR THAT EACH AND EVERY ANSWER IS FULL AND CORRECT IN EVERY RESPECT.
2. I WILL SUBMIT TO FINGERPRINTING AND PHOTOGRAPHING, AS REQUIRED.
3. I AGREE TO SUBMIT TO A POLYGRAPH AND/OR PSYCHOLOGICAL EXAMINATION.
4. I AGREE TO SUBMIT ANY AND ALL EDUCATION AND POLICE TRAINING INFORMATION INCLUDING TRANSCRIPTS AND COURSE CERTIFICATES.
5. I AUTHORIZE AND EMPOWER THE LAKE COUNTY SHERIFF'S MERIT COMMISSION, ANY CONSUMER REPORTING AGENCY OR OTHER OUTSIDE SERVICE COMPANY ENGAGED BY THE MERIT COMMISSION FOR THIS PURPOSE, NOW OR SUBSEQUENTLY, TO OBTAIN, PREPARE, USE AND FURNISH INFORMATION CONCERNING MY CURRENT PERSONAL CHARACTERISTICS AND MODE OF LIVING, THROUGH CORRESPONDENCE OR PERSONAL INTERVIEWS WITH NEIGHBORS, FRIENDS, ASSOCIATES OR OTHERS WITH WHOM I AM ACQUAINTED.
6. I FURTHER AUTHORIZE ANY OF MY REFERENCES, EMPLOYERS OR SCHOOLS TO FURNISH INFORMATION REQUESTED BY THE LAKE COUNTY SHERIFF'S MERIT COMMISSION OR THE LAKE COUNTY SHERIFF'S OFFICE AND THEREBY RELEASE ALL SUCH INFORMATION ON RECORD TO THE LAKE COUNTY SHERIFF'S MERIT COMMISSION OR THE LAKE COUNTY SHERIFF'S OFFICE.
7. I AGREE THAT IF I PROVIDE FALSE INFORMATION ON THIS APPLICATION, ANY CERTIFICATION OR EMPLOYMENT MAY BE WITHDRAWN OR TERMINATED.

SIGNATURE: _____

DATE: _____

**QUESTIONS OFTEN ASKED BY
DEPUTY SHERIFF TRANSFER CANDIDATES**

- 1) Since I am an experienced police officer, will I be given monetary compensation, benefits or special consideration for my training credentials, specialty skills or law enforcement time?

No. While all of these factors will make you an attractive candidate, to fill an open position as a deputy sheriff, no additional salary or benefit compensation is given to transfer applicants. Salary and benefits are the same as a new entry-level deputy sheriff.

- 2) Upon hire, how long is the probationary period?

12 Months

- 3) Will I have to participate in a Field Training Program?

Yes. Within the first 12 months of your employment you will be required to successfully complete an abbreviated Field Training Officer Program with the Highway Patrol Division generally six to nine weeks in length.

- 4) What will my work assignment be after I am hired?

After a one-week orientation to familiarize you with the many divisions of the Sheriff's Office you will be assigned to the Court Security Division, unless openings exist within the Highway Patrol Division. Assignments to the Highway Patrol are based on seniority and availability.

- 5) How long will I have to work in the Court Security Division before a position opens on the Highway Patrol?

Generally from 3 to 18 months.

- 6) How soon can I become a specialist?

Deputies may apply for any open specialty position (except C.I.D.) after they have completed their probationary period. Deputies wishing to apply for an open position within the Criminal Investigations Division (C.I.D.) must have at least three years of street experience.

- 7) When will I be eligible for a promotion to the rank of sergeant?

You must have four years of service as a deputy sheriff to be eligible to take a promotional examination. All promotional testing is conducted and governed by the Lake County Sheriff's Office Merit Commission.

- 8) Who conducts the background investigations for deputy sheriff transfer candidates?

While the Lake County Sheriff's Merit Commission is responsible for all deputy sheriff transfer candidate testing, command personnel from the Sheriff's Office complete all background checks and inquiries.

- 9) Is there a residency requirement for deputy sheriffs?

Deputy Sheriffs are allowed to live outside the boundaries of Lake County if they commute to work in their own vehicle. Deputies assigned take home squads for their assignments must live within Lake County.

- 10) Does the Sheriff's Office allow deputies to engage in secondary employment?

Yes. Secondary employment is allowed, however it must be approved through written request to the Undersheriff annually and in compliance with Lake County Sheriff's Office General Order 9.11, Secondary (outside part-time) Employment.
